YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	P. K. ROY MEMORIAL COLLEGE, DHANBAD
• Name of the Head of the institution	Dr. Kavita Singh
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03262207639
• Mobile No:	9430738453
• Registered e-mail	principalpkrmc@gmail.com
• Alternate e-mail	kavitapkrm@gmail.com
• Address	P.K. Roy Memorial College, Main Road Saraidhela,PO: IIT ISM Campus
• City/Town	Dhanbad
• State/UT	Jharkhand
• Pin Code	826004
2.Institutional status	
• Affiliated / Constitution Colleges	Constituent
• Type of Institution	Co-education
• Location	Urban

• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Binod Bihari Mahto Koyalanchal University, Dhanbad
• Name of the IQAC Coordinator	Dr. Sayantan Sil
• Phone No.	03262207639
• Alternate phone No.	03262207639
• Mobile	9835947775
• IQAC e-mail address	iqacpkrmc1@gmail.com
• Alternate e-mail address	principalpkrmc@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.pkrmc.ac.in/wp-content/uploads/2025/01/AQAR_PKRMC_2022-2023.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.pkrmc.ac.in/wp-content/uploads/2025/01/PKRMC_ACADEMIC_CALENDAR_2024-2025.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.58	2014	10/12/2014	09/12/2019
Cycle 2	B	2.28	20121	20/10/2021	19/10/2026

6.Date of Establishment of IQAC	02/12/2012

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Depa rtment /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	NIL	NIL

8.Whether composition of IQAC as per latest NAAC guidelines	Yes

04-02-2025 01:12:15

• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	02	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

11.Significant contributions made by IQAC during the current year (maximum five bullets)
Academic Orientation for the 1st Semester Students, where they were made aware of the structure and syllabus as per NEP-2020.
International Yoga Day-2023
Organizing the BBMKU 3rd Inter College Athletics Meet (M/W) 2022 , 24th & 25th November-2023
Placement drive for the students of the College
Organized various extracurricular and cocurricular activities

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Holistic academic growth of students beyond the prescribed curriculum.yllabus	All college departments regularly hosted diverse student-focused and academic activities, including special lectures, Departmental seminars, interactive sessions, industrial visits, excursions, etc.
Innovative Teaching Methods	Both offline and online classes were conducted using the Google Meet platform. Additionally, the college maintains its own YouTube channel, where high-quality recorded lectures are regularly uploaded.
Promotion of various Research Activities	Faculty members and students were actively encouraged to take part in various research-related webinars, conferences, seminars, and workshops.
Motivate faculty to continually update and enhance their skills for student-centered teaching methods.	Faculty members engaged in a variety of professional development opportunities, including workshops, faculty development programs, refresher courses, and orientation/induction programs, to update and enhance their teaching skills.
Green Campus	All attempts were made to make the campus green and Plastic free and it was successfully achieved
Sustaining the overall quality of the teaching and learning process.	All the Efforts were been made to sustain the overall quality of the teaching and learning process, as was evident by the desired results of the semester examinations.

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-2023	12/02/2024

15.Multidisciplinary / interdisciplinary

With the implementation of NEP-2020 by Binod Bihari Mahto Koyalanchal University, Dhanbad, starting from the 2022-2023 session, P.K. Roy Memorial College now offers multidisciplinary education across various fields, including sciences, social sciences, arts, and humanities. Under this framework, students can pursue major, minor, and vocational programs independently. The curriculum is designed to allow students from the science faculty to study subjects from other disciplines such as humanities, social sciences, or commerce, and vice versa. Additionally, interdisciplinary subjects can be chosen as minor papers.

16.Academic bank of credits (ABC):

Academic Bank of Credits (ABC) is a national-level facility to promote flexibility of curriculum framework and provide academic mobility of students with appropriate credit transfer mechanism to choose their learning path to attain a Degree/Diploma/PGdiploma, etc, working on the principle of multiple entry-multiple exit as well as any-time, any-where, and any-level of learning. Binod Bihari Mahto Koyalanchal University, Dhanabd has registered under the ABC to permit its learners to avail the benefit of multiple entries and exit during the chosen programme. All the students of this College admitted under NEP-2020 (FYUGP) of session 2022-25/26 and 2023-2027 have enrolled themselves for Academic Bank of Credits (ABC).

17.Skill development:

The college provides a variety of vocational programs aimed at enhancing the skill development and employability of students. These programs include courses such as BCA, BBA, and Environmental Science. Additionally, the college has established centers and clubs like the Atal Skill Development Center, Kalam Center for Innovation,

Incubation & Entrepreneurship, Nature Club, and Photography Club. Under NEP-2020, the college also offers courses such as Web Designing, Computer Network and Management, Tally and GST, Business Communication, SahityikEvam Vyasavasayik Lekhan, and Translation, among others.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

NEP-2020 provisions integrate Indian knowledge systems. The Semester 1 curriculum includes a mandatory program like "Understanding India," which facilitates the study of Indian culture through regional languages. At the beginning of each academic session, teachers assess students' language preferences in the class. Lectures are delivered in both Hindi and English, ensuring that questions and doubts are addressed in the student's preferred language. College notices, official announcements, and instructions are provided in both Hindi and English.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Outcome-based education (OBE) forms the cornerstone of NEP-2020, and the college has adopted a curriculum focused on acquiring practical knowledge and insights, making education socially beneficial. The traditional, examination-centric teaching methods are discouraged to promote student self-reliance. To enhance classroom teaching, the college organizes seminars, group discussions, case studies, and remedial classes. Various techniques are used to evaluate course outcomes, including oral presentations, PowerPoint presentations, quizzes, and assignments. Additionally, online classes are held via the Google Meet platform, and faculty members regularly upload recorded lectures to the college's YouTube channel.

20.Distance education/online education:

The college hosts two distance education programs, Indira Gandhi National Open University (IGNOU) and Nalanda Open University (NOU), to cater to the academic needs of students who are unable to secure admission as day scholars in regular courses.

Extended Profile

1.Programme

1.1   **24**

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1   **5978**

Number of students during the year

File Description	Documents
Data Template	View File

2.2   **1120**

Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

File Description	Documents
Data Template	View File

2.3   **1475**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1   **25**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **42**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	24
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	5978
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	1120
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	1475
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1	25
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

04-02-2025 01:12:15

3.2 Number of Sanctioned posts during the year	**42**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**22**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**8.4**
4.3 Total number of computers on campus for academic purposes	**71**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution follows the curriculum set by Binod Bihari Mahto Koyalanchal University. We provide quality education, considering our resource capabilities, institutional goals, and student needs. The college offers four traditional faculties: Humanities, Social Sciences, Science, and Commerce. Additionally, we run four self-financed vocational courses: Biotechnology, Environmental Science, BCA, and BBA.

A Master Routine and Academic Calendar are meticulously prepared before the start of the academic session, approved by the IQAC, and subsequently implemented. Each department further micro-plans the Master Routine, and classes proceed after obtaining approval from the College Administration. To make up for classes missed due to examinations and unforeseen situations, department-wise special classes are organized during holidays and vacations.

To assess the curriculum progress and student performance, at

least one internal test per semester is conducted including vocational courses. Special classes are arranged for slow learners. Faculty members utilize ICT tools such as PPT, Swayam Prabha, and YouTube tutorials for effective classroom teaching. Video conferencing has been introduced for the Computer Science course. Despite the faculty shortage, every effort is made to ensure effective curriculum delivery through well-planned and documented processes.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	**Nil**

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The College's Academic Calendar is prepared by the IQAC at the beginning of each academic session and shared with all departmental heads and faculty members during the staff council meeting. The calendar is displayed on the notice board, and published on the College's website. The College strictly follows the Academic Calendar, which is aligned with the calendar provided by Binod Bihari Mahto Koyalanchal University.

File Description	Documents
Upload relevant supporting documents	[View File]()
Link for Additional information	https://www.pkrmc.ac.in/wp-content/uploads/2025/01/PKRMC_ACADEMIC_CALENDAR_2024-2025.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation

A. All of the above

process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	*View File*
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

24

File Description	Documents
Any additional information	*View File*
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	*View File*

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

NIL

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	**No File Uploaded**

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Our institution values co-education, ensuring that both boys and girls have equal rights and opportunities across all areas to promote sustainable development. We are committed to gender equality, integrating it into policies and activities to eliminate gender discrimination and foster equality between men and women. The B.A., B.Sc., and B.Com. curriculums address gender issues through essays, magazines, newsletters, and more, encouraging students to engage with these topics.

In terms of environmental and sustainability efforts, our NSS and NCC units promote environmental awareness through various initiatives like tree plantations, water conservation, blood donation drives, and plastic-free campaigns. We observe "No Vehicle Day" and strive for a plastic-free campus. The college has taken steps in e-waste, solid waste, and liquid waste management and has installed solar street lights and LED bulbs to save energy and reduce environmental pollution. Additionally, we conduct green audits with external experts.

Our college also emphasizes gender sensitivity by organizing programs such as poster-making competitions on women empowerment, International Women's Day celebrations, personality development sessions, and yoga training. We host workshops, seminars, and expert lectures on gender sensitivity.

To instill human values and professional ethics, we organize various extension activities through NSS and NCC, promoting values like national integrity, patriotism, equality, peace, and brotherhood. Periodic blood donation camps are also part of our efforts to foster these values among students.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	**No File Uploaded**

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

8

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

91

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

D. Feedback collected

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.pkrmc.ac.in/student-feedback/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

2240

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

932

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Students who are Slow and Quick learners are identified based on their +2 marks and tests are conducted by the department. This test is to determine the slow learners and design special coaching sessions or tutorial sessions to bridge the gap between slow and quick learners. The tutors of the respective classes of UG support them in classifying the students with reports based on observation of class tests. Strategies are adopted for Slow Learners: For every 10 students, 2 to 3 students are usually found to be slow learners. The student counselor assesses the nature of their problems and then motivates them in a friendly way to reach their academic goals. Extra classes are organized to clarify the problems. Strategies adopted for Quick Learners: Quick learners are identified through their performance in examinations, and interaction in class and laboratory. The Institution promotes independent learning that contributes to their academic and personal growth. Strategies adopted for student improvement: Extra classesare organized to clarify their doubts, and re-explanation of topics is generally done to improve performance. Appropriate counseling helps the students to attend classes regularly. All staff members maintain good relations with students and deal with their problems gently. Each class is divided into two batches and separate tutorial classes are conducted for all slow-learner students for all departments of Undergraduate courses.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
Nil	**25**

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution ensures that students-centric methodologies such as experiential, Participative learning, and problem-solving methodologies are used to enhance the learning process. The following activities are conducted by the institution to make the learning process more students centric

1. Experiential Learning: An opportunity is provided to all students to play a role as a teacher and have the experience to teach in the classroom. Students are also continuously encouraged to organize programs at the departmental level. This helps the student to improve their knowledge, presentation skills, and personality development.

2. Participative Learning: The college uses Participative Learning to encourage students to actively involve themselves in the learning process. some of the methods adopted by the college for participative learning like – Group Discussions, Assignments, quizzes, Projects, etc. For the first, Second, and Third year students, Google Classroom is used for delivering class notes as well as UG to discuss their issues with teachers about various topics.

3. Problem-Solving Methodologies: To improve critical thinking and problem-solving skills among students they are provided and asked to prepare project reports. Institution making its best efforts to bring overall development of the students. These activities not only provide opportunities for participatory learning but also provide experiences for real-life problem-solving.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

ICT use by faculty

The college understands the utility of IT in higher education and keep pace with the changing technology in education. Our faculty members are trained in using modern ICT tools and impart education in the classroom. The college has 08 smartboards in different classrooms and laboratories, there is LCD projector enabled classrooms and a virtual classroom. The teachers use not only the ppt for their lecture but uses smart pens and projections of the text. Apart from the actual laboratory, the Botany and Zoology department have dry lab and they have dry dissections through software. The Physics Department also uses virtual labs for some of the experiments.The college has video conferencing facilities and uses it for virtual classes. We have introduced Swayam Prabha in the class and it is in the class routine of some of the vocational courses. A faculty looks after Swayam Prabha enabled classroom. The campus of the college is WiFi enabled with >=50 MBPS speed internet. College has introduced flipped classroom for fast learned and reaching to the students through technology enabled classrooms. The college library has video conferencing facilities, Swayam Prabha and state-of the art computer lab to access information super highway. The facilities have been enabled with the introduction of INFLIBNET and INDL facilities.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**Nil**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

25

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File](#)
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

25

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	[View File](#)
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

19

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	[View File](#)

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

277

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The internal assessment mechanism is transparent and robust in terms of frequency and mode. Students are evaluated at the college level through Internal Assessment examinations, which include both theory and practical exams for subjects requiring them. These internal assessments are part of the University Exams and are known as Semester Internal Examinations (SIE). The marks from these internal examinations are displayed on the notice boards of the respective departments and are also communicated personally to students, providing detailed feedback on areas needing improvement.

At the university level, End Semester Examinations (ESE) are conducted, evaluating students based on their performance in written exams and external practical exams. Additionally, Comprehensive Cumulative Evaluation (CCE) is carried out through various methods such as subjective tests, objective questionnaires, assignments, projects, oral presentations, debates, group discussions, recitations, quizzes, chart-making, etc. Periodic staff meetings are held to review the evaluation process.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

At the institutional level, an examination committee is formed, consisting of a senior teacher as convener and other teaching staff as members, to address issues related to the evaluation process. The schedule for internal examinations is displayed well in advance. A seating plan for internal tests is prepared and displayed on the notice board along with the timetable. The institute adheres to the guidelines published by the university for conducting internal and semester-end examinations.

Students are individually monitored regarding their performance in the Internal Assessment Examination and CCE, and they receive suggestions for improvement. Their marks are communicated through discussions about their performance. Evaluated answer books from internal examinations are shown to students, and any objections or grievances are given a patient hearing and addressed promptly. All internal examination marks are maintained by the concerned teacher and sent to the University Examination Department.

Complete transparency is ensured in the internal assessment process, and all measures are taken to make it fair. The college strictly follows university norms concerning evaluation and makes every effort to discourage the use of unfair means during examinations.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The teaching-learning process is the backbone of our institution. Consequently, the college gives utmost care to this process to ensure effective communication reaches all students from various groups at the grassroots level. Faculty members focus on teaching, research, and extension services. Learning outcomes are clearly defined according to university courses and play a crucial role in achieving the university's mission and objectives. When defining learning outcomes, the following aspects are considered:

- Outcomes are assessed and measured to determine the extent to which goals are accomplished.

- Gaps identified after analysis are addressed through a well-laid action plan.

- The outcomes assessment plan specifies measurable objectives used by the domain to evaluate the achievement of programme learning outcomes.

Student learning outcomes are assessed using direct and indirect measurement tools such as viva and internal examination schemes. The assessment methodology is designed with the learning outcomes and the desired emphasis during program delivery, as prescribed in the course curriculum, in mind. The college's vision of providing holistic education to all its students is upheld while monitoring program and course outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The evaluation process for students follows University rules, the Board of Examinations, and University Heads. Any changes to the syllabi and evaluation process are implemented with the consent of University Heads. The institution encourages teachers to organize workshops, seminars, symposiums, and conferences, and to present and publish research papers to achieve Course Outcomes (COs) and Programme Outcomes (POs).

The committee implements various initiatives such as internal tests, field surveys, practical work, seminars, and study tours. Additionally, COs and POs are achieved through activities like cultural events, NSS and NCC activities, career counseling, personality development programs, communication skills workshops, collegiate and inter-collegiate competitions, life skills development programs, and youth festivals.

Students are encouraged to express their creativity through writing for the college magazine. Career-oriented courses like the English Language Lab have been introduced. Sportive skills are fostered through competitions, ensuring COs and POs are met.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

2036

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.pkrmc.ac.in/wp-content/uploads/2025/01/Student_Feedback_PKRMC.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

NIL

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	<u>View File</u>

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	<u>View File</u>
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

10

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	**No File Uploaded**

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

5

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	<u>View File</u>

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

4

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	<u>View File</u>

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The institution has established an NSS/NCC unit responsible for various community-based activities. These activities include tree planting, Swachh Bharat initiatives, cleanliness drives, blood donation camps, creating a plastic-free campus, and visits to orphanages and local villages for voter awareness campaigns (Matdan Jagrati Abhiyan). By organizing these events, the institution aims to raise awareness about societal issues and encourage social responsibility among students.

Additionally, the institution conducts awareness programs on gender equality, environmental sustainability, and maintaining a clean and plastic-free campus. The NSS/NCC unit frequently organizes events on gender issues and women's security. Faculty

members are encouraged to conduct extension activities and
workshops at other institutions.

To ensure the holistic development of students, the institution
organizes tests, sports, cultural, technical, and non-technical
events. For intellectual development, sessions on competitive
exams and tests are conducted. Social awareness and development
are further promoted through NSS/NCC programs. Every year, a
systematic plan and event calendar are prepared to extend services
to the local community and sensitize students to social issues,
fostering holistic development.

The institution also commemorates the birth anniversaries of
national heroes and organizes activities that contribute to
patriotism and national service, including events like Yoga Day,
blood donation camps, Republic Day and Independence Day
celebrations, and maintaining a plastic-free campus.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

9

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

330

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution has adequate physical facilities for teaching-learning activities. College premises are located at a prime location on NH2 (Station and Govindpur road). Its eco-friendly campus creates a good learning environment. The infrastructure facilities are adequate according to the requirements of students. The college has the following facilities for teaching-learning and equipment.

The institution has 22 classrooms with optimum facilities. The institution has 10 classrooms which are fitted with LCD projector. The institution has 04 Seminar halls along with Wi-Fi facilities. The institution has laboratories for science students such as

Physics, Chemistry, Botany, Zoology, Environmental Science, and Biotechnology. The institution has its own NSS/NCC unit to facilitate visitors, guests, and students Institution has a Computer Lab for BCA, BBA, B.Sc.,B.Com, Environmental Science, and Biotechnology for Practical, 71 computers with LAN connectivity, printers, and Scanners. Institution Principal Chamber has a computer & internet connection and a telephone facility. IQAC Cell has computers with LAN facility. Separate Common Rooms for boys and girls. Separate washrooms for boys, girls, and staff members. RO drinking water facility. Suggestion Box/Complaint Box/Feedback Box Inverter/UPS office facility. The library has reference books, encyclopedias, newspapers, and magazines for students and staff. First Aid Facility. Wi-Fi facility in office, library, classrooms, seminar halls.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institution has an indoor sports complex on the college campus, offering facilities for badminton, chess, basketball, and more. Additionally, a gym for both students and staff is proposed. Students receive tracksuits, T-shirts, and sports kits for practice.

Furthermore, the institution offers travel and daily allowances (TA/DA) to players participating in Inter-College, University, State, and National events. Winners are recognized with mementos, certificates, and medals. An annual meeting is organized to honor their achievements.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

10

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

8.4

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The implementation of library management software to manage the College Library is currently underway.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the `B. Any 3 of the above`
following e-resources e-journals e-
ShodhSindhu Shodhganga Membership e-
books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	*View File*

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

`0`

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	*View File*

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

`20`

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	*View File*

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution has a well-developed system for providing IT facilities to its users. Some of the key features include:

- Wi-Fi facility with 100 MBPS speed

- 4 departments and 9 classrooms equipped with LCD projectors, overhead projectors, printers, and scanners

- Regular maintenance and updates of the institution's website

- LAN connectivity in the administrative block and computer lab

- Computers connected to printers and scanners as needed, with most having internet access

- OreliTel software installed in the English Language Lab

- 10 smart classrooms for the teaching-learning process

- Projector facilities for student PowerPoint presentations in most departments

Computer maintenance, along with software and hardware upgrades, is carried out on a contract basis and is done periodically.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

71

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

8.4

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<u>View File</u>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The institution allocates budgetary provisions under different categories for maintaining and utilizing the campus infrastructure facilities. The Institute Development Committee designates sufficient funds for renovation, which are utilized under the supervision of various monitoring committees, including the Purchase Committee, Renovation Committee, Sports Committee, Library Committee, Lab Maintenance Committee, and Students Feedback Committee.

To maintain and upkeep the infrastructure, institute facilities, and equipment, the college undertakes the following activities:

- **Maintaining a Stock Register.**

- **Regular maintenance of the library and reading room by library staff under the supervision of Prof. I/C Library.**

- Maintenance of computers, Xerox machines, AC units, water coolers, water purifiers, and other electrical and electronic equipment through an annual maintenance contract (AMC).

- Major infrastructure and civil work requirements are generated by the IQAC upon the demand of the institutional development council. After approval from the Building Committee, the JSBCCL is requested to prepare a proposal and estimate for the project, which is then submitted to the State Government through the University for grant approval.

- Routine cleaning of water tanks, garbage disposal, pest control, and other related activities are carried out by Grade-IV employees.

- Regular maintenance of furniture and plumbing is outsourced.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

1230

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	<u>View File</u>

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

02

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

09

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

01

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

21

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	[View File]()

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The student council association actively participates in various activities. This association is monitored by Faculty members who are responsible for the smooth conduct of the association meetings and events. They help in coordinating all events related to academics and other co-curricular & extracurricular activities such as Seminars, Workshops, Symposium, conferences, and Inter-collegiate meet to develop the personality and skills of the student's ability as per the directives of Principals. They also do a lot of academic as well as administrative work by taking the help of NCC students such as National Festivals, Birth/Death Anniversaries of important leaders, International Women's Day, Yoga Day, Teachers Day, Fresher's parties, Farewell Parties, World Literacy Day, World AIDS Day, etc. They also motivate other students to take part in the activities conducted by the Institute. They work as a medium between faculty and students. Contribution of the Student Council in Academic Administration. It provides necessary support to the council members in organizing & coordinating the events. It encourages the students to develop their leadership skills through these activities.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution

participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

07

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Alumni Association was established with the goal of contributing to the college's progress. The association aims to guide students in their personality development by providing inputs and sharing experiences regarding skills, recent technologies, trends in the corporate world, application of knowledge, and corporate working culture.

The objectives of the Alumni Association include:

- Establishing a healthy relationship between students, alumni, and the academic community.

- Assisting the alma mater in organizing seminars, symposiums, workshops, and other activities that shape the personality and career of students.

- Supporting academic, infrastructure, and development programs.

- Providing career counseling and placement assistance.

- Helping students prepare for and succeed in interviews by

sharing experiences and motivating them for their career development.

The institution has a tradition of inviting alumni for the Annual Alumni Meet.This event offers alumni the opportunity to reconnect with their alma mater and old friends. It serves as an excellent platform for networking and sharing new trends and current happenings in the corporate world. These inputs are valuable for academicians in molding aspiring students.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year (INR in Lakhs)   **E. <1Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The vision of our institution is to transform our College into a center of quality learning. Our mission is to shape students into smart, responsible, and sincere citizens by providing both material and moral education. Given the evolving landscape and increasing demands, we are eager to introduce various traditional and non-traditional courses, job-oriented programs, and vocational training to secure our students' futures and free them from poverty, unemployment, and social injustice. We are committed to shielding our students from material and moral degradation through comprehensive moral and ethical education.

Our institution has immense potential to become a leading academic center of excellence. We aim to:

- **Provide higher education to local students.**

- **Offer a blend of traditional, modern, and vocational education.**

- **Make students self-sufficient.**

- **Foster the development of smart, sincere, and responsible citizens of India**

- **Liberate students from social evils and injustice.**

- **Serve the community by promoting general awareness.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Our institution practices Decentralization and Participative Management. Decentralization significantly impacts our policy, planning, and management of elementary education. The Principal serves as the administrative and academic Head, followed by department heads. This approach promotes quality education across academic, social, and political spheres, fostering responsible management. Decentralization is also seen as a means to enhance the efficiency of the education system and improve the quality of education.

At various levels, the college cultivates leadership. The Governing Body, Principal, IQAC Members, Steering Committee, teaching staff, non-teaching staff, students' union, stakeholders, alumni, and various committees are collectively empowered to execute their plans within the governance framework. The Academic and Administrative staff, NCC, NSS, and IQAC work together to ensure the smooth running of the institution.

The Principal, who is the chairperson of the Staff Council and IQAC, collaborates with Teachers of different committees for planning and implementing various academic, student administration, and related policies. All academic and operational

policies are based on the unanimous decisions of the college's Staff Council.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Our college effectively implements strategies in various areas such as teaching and learning, research and development, community engagement, human resource management, industry interaction, sports, and cultural activities. The institution aims to promote research, culture, and innovation through its research committee, research papers, publications, and participation in innovation-based activities. Various departments organize seminars, workshops, and conferences to strengthen skill development.

A prime example of effective strategic plan deployment is the introduction of the National Education Policy (NEP) 2020 by the Jharkhandgovernment in the 2022-2023session. During this time, the College IQAC took on the challenge of raising awareness about NEP among learners and teachers. The IQAC designed an effective orientation program for students for the introductory session 2022-23 and organized NEP awareness sessions for teachers. Many teachers attended online training programs on NEP. Additionally, to help students understand the newly introduced Vocational Courses, the IQAC organized sessions where experts in the respective vocational courses guided the students.

The institution also plans to increase student participation in cultural and sports activities for their overall development. Conducting green and energy audits of the college is also in the pipeline.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The College Staff Council and IQAChave decided to form several committees to ensure the smooth running of academic and administrative functions, including the Anti-Ragging Cell, Grievance Redressal Cell for SC/ST, Library Committee, Sports Committee, R&D Committee, Women's Grievance Cell, and Discipline Committee.

P.K. Roy Memorial College boasts excellent physical infrastructure with well-equipped laboratories, computing facilities with networking, a Wi-Fi campus, and a committed faculty who are young, dynamic, and quality-conscious. The college offers in-house placement and training programs, along with career guidance to help students secure good placements in industries. The institution's willingness to identify weaknesses and make improvements fosters a successful environment for students, faculty, and staff. The Rojgar Mela provides significant employment opportunities for our students.

Challenges:

- Emerging competition from local and global areas.

- The need to consider student assessments and feedback.

- Maintaining student feedback records.

- Presenting investments in the R&D Cell.

- Identifying a probable date for applying for NAAC accreditation.

- Constituting all statutory committees as per University & UGC guidelines.

- **Keeping records of all necessary committees.**

- **Maintaining a good track record of placements, especially for core jobs.**

This comprehensive approach ensures that the college continues to thrive and meet the needs of its students and staff.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

P.K. Roy Memorial College, a constituent unit of B.B.M.K. University, Dhanbad (a state university established by the Jharkhand State), implements welfare schemes for its staff as per the directives of the Jharkhand University Act 2000 (as amended) and State Welfare Schemes. Currently, the college offers the following welfare schemes for its employees:

- Employee Provident Fund.

- Group Insurance for Teaching and Non-Teaching staff.

- Employee Welfare Fund for Teaching and Non-Teaching staff.

- Gratuity.

- Encashment of Earned Leave at the end of service.

- Arrangement of Personal Loans from Banks.

- Arrangement of Overdraft (O.D) against salary from Banks.

- Festival Advance for Non-Teaching Staff.

Additionally, duty leave is provided for attending orientation programs, refresher courses, seminars, conferences, training programs, and workshops, and for acting as a resource person. Non-teaching staff can also avail of duty leave to attend staff development programs.

This comprehensive approach ensures the well-being and professional development of all staff members.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<u>View File</u>

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

3

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

St. Xavier's College, Ranchi has a robust mechanism for performance assessment and evaluations aimed at improving teaching, research, and service among faculty and staff. The college thoroughly analyzes and effectively utilizes the results from these assessments and the annual appraisals of both teaching and non-teaching staff.

To gather feedback, the college provides a suggestion box for stakeholders to volunteer their opinions on faculty performance. Collecting feedback from students is a regular practice, and they are encouraged to communicate with the principal and the management freely.

Relevant committees, the Teacher-in-Charge, and the principal present their overall assessments. All suggestions and feedback are analyzed, and a comprehensive report is prepared and submitted to the Chairman of the Staff Council and IQAC. After that, the necessary actions are decided upon.

This systematic approach ensures continuous improvement and maintains the high standards of education at the institution.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college follows a finance management system governed by Government financial rules. Funds and grants from various sources (Central Government, State Government, RUSA, etc.) are utilized according to the approved budget of the proposals. All financial expenditures are approved by the purchase committee, with bills and vouchers generated accordingly.

Payments are audited by a Chartered Accountant (CA) to issue utilization certificates. Expenditure books, stock registers, and asset registers are maintained both centrally and department-wise. Both internal and external audits are conducted, with the external audit being carried out annually by an independent Chartered Accountant after the financial year ends.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The Principal oversees the utilization of resources received from various sources such as the State Government, UGC, RUSA, ICPR, and ICSSR. These funds are allocated for purchasing equipment, chemicals, renovation, research, and organizing seminars, workshops, and conferences. The Administration and Finance Committee reviews the use of these resources, including audits, budgets, and accounts, and makes recommendations for better resource management and effective fund mobilization.

To ensure the smooth running of the institution, various committees have been established. Each committee studies its respective field, analyzes the requirements, and forwards them to the Principal. The finance committee then reviews these requirements, incorporating future planning aspects. If financial support is needed, a proper demand is made in writing by the concerned department. For example, detailed requirements for equipment, maintenance, and infrastructure are prepared, and the proper purchase procedure is followed.

Maintaining a clean environment and campus is crucial for effective teaching and learning. The college staff and students are always committed to this goal. Additionally, there is a continuous need to maintain and upgrade the facilities provided by the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance Cell (IQAC) is composed in accordance with norms and ensures quality resourcefulness within the college. The IQAC has formulated policies and organized activities to ensure their successful execution, constantly contributing to the college's quality enhancement initiatives. The IQAC encourages teachers to attend various Faculty Development Programs (FDPs), orientation programs, refresher courses, seminars, and workshops to train themselves with modern techniques. Students are motivated to enroll in SWAYAM courses,

and various quality improvement programs are conducted.The IQAC consistently conducts quality control assessments, noting recommendations made by NAAC peer teams and considering their suggestions for implementation. The process is regularly monitored and critically assessed. The college has also emphasized the increased use of ICT tools in education.

The IQAC also prepares and maintains necessary documents, including the preparation of Academic Audits, Green Energy Audits, and Gender Audits. Overall, the IQAC coordinates the thoughts and actions of various college constituents by contributing to problem-solving and planning.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The Internal Quality Assurance Cell (IQAC) of the institution was established on 02-11-12 and adopts a participatory approach. It has become an integral part of the institution, working towards achieving quality enhancement and sustainability. The primary task of the IQAC is to develop a system for conscious, consistent, and catalytic improvement in the institution's overall performance.

The institutional policy aims to maintain quality assurance, contributing to institutionalizing quality assurance processes involving students, alumni, and other stakeholders. This includes an integrated framework for quality assurance in academic and administrative activities, staff training for effective implementation of quality assurance procedures, and continuous review mechanisms for the teaching-learning process. The outcomes of Academic Audits are used to improve institutional activities.

The Institute has developed several quality assurance mechanisms under the Academic Monitoring Committee, including:

- Developing a system for conscious, consistent, and catalytic action.

- **Improving academic and administrative performance.**

- **Promoting measures for institutional functioning towards quality enhancement.**

- **Preparing an Academic Calendar.**

- **Receiving feedback reports from students.**

- **Encouraging and providing support for quality improvement in teaching, learning, and research.**

By implementing these measures, the IQAC ensures the institution's continuous improvement and quality enhancement.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender equity and equality are achieved when women and men enjoy the same rights and opportunities across all sectors of society, including economic participation and decision-making. This involves valuing and accommodating the different behaviors, aspirations, and needs of both genders equally.

To empower female students, the college has implemented various initiatives and plans:

a) Safety Measures: Precautions have been taken in the campus, library, and common room areas to monitor student movement and ensure their safety. Closed-circuit cameras are installed at various points to record activities on campus. The institution has established a Women's Grievance Cell and an Anti-Sexual Harassment Cell, which are managed confidently by a team of the Principal, the Head of the Cell, and women faculty members. These cells conduct various activities to encourage women to fight against gender bias and injustice. There have been no incidents of sexual harassment due to the discipline maintained on campus.

b) Counseling: The Women's Grievance Cell and the Anti-Sexual Harassment Cell regularly provide counseling to female students, both in groups and individually. Workshops for stress-free living are organized by selected resource persons. Faculty counselors are always available to counsel female students, and counseling is also provided by the Career Development Centre (CDC), based on recommendations from faculty or parents. Additionally, there are separate common rooms for boys and girls.

These measures ensure a safe and supportive environment for all students, promoting gender equity and empowerment.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid Waste Management: Scientific disposal of solid waste through segregation, collection, treatment, and disposal in an environmentally sound manner minimizes the adverse impact on the environment. Local authorities are responsible for developing infrastructure for the collection, storage, segregation, transportation, processing, and disposal of municipal solid waste. The main solid waste produced on the college campus is categorized into non-biodegradable and biodegradable waste. Bio-degradable waste is allowed to degrade or decompose naturally. Dustbins are provided throughout the campus for proper waste management.

Liquid Waste Management: A drainage system leads to closed collection tanks, which are regularly cleaned to avoid water stagnation.

E-Waste Management: E-waste refers to discarded, surplus, or broken electrical or electronic devices. This issue has become a major environmental concern due to its potential impact on human

health. Although the college has durable and guaranteed electronic equipment, any e-waste generated is minimal and handed over to Dhanbad Nagar Nigam for proper disposal.

Organic Waste: Organic waste, such as flowers, is used fresh in Botany practical classes and later dried and converted into food and Holi colors during practical sessions.

The college does not generate any hazardous chemicals, radioactive waste, or biomedical waste, ensuring a safe and environmentally conscious campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	**No File Uploaded**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college fosters an inclusive environment, promoting tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic, and other diversities. To encourage interaction and understanding among people of different backgrounds, the college organizes various cultural and sports activities. Commemorative days such as Independence Day, Republic Day, Women's Day, AIDS Day, Yoga Day, Holi, Eid, Gurupurnima, Karma, and Sarhul are celebrated, promoting interaction among people from diverse cultural backgrounds.

All students actively participate in cultural programs, regardless of their cultural or communal backgrounds. During blood donation camps, both students and parents are invited to donate blood without any discrimination based on caste, creed, or culture.

The college prioritizes inculcating values in students through programs such as NSS, encouraging participation in their events. Additionally, the college has established a Students' Grievance Cell, Women's Grievance Redressal Cell, and Anti-Harassment Cell to address issues related to students and staff.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

P.K. Roy Memorial College organizes various activities to sensitize students and employees to their constitutional obligations, including values, rights, duties, and responsibilities as citizens. Every year, Republic Day is celebrated on January 26th with activities highlighting the importance of the Indian Constitution. Similarly, Constitution Day is celebrated on November 26th each year. Independence Day is also celebrated annually to honor the struggle for freedom and the significance of the Indian Constitution.

Additionally, the Discipline Committee and Anti-Ragging Cell promote respect for the law and responsible behavior among students through events such as Human Rights Day, Gandhi Jayanti, and Ambedkar Jayanti. Students learn about policies and responsibilities and are encouraged to participate in various pledges and activities, including:

- **Swachhta Shapath: Pledge for cleanliness**

- **Unity Day: Pledge for unity**

- **Constitution Day: Pledge for the constitution**

- **Water Conservation: Pledge for water conservation**

- **Lectures on Constitution Day**

- **Road Safety Awareness: Pledge for road safety**

These initiatives help instill a sense of civic duty and awareness in students and staff alike.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized   **B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

One of the most important and vital aspects of education is to mold students into sincere and responsible citizens. To achieve this, the college observes the following National and International Days:

National Days:

- 12 January: National Youth Day

- 24 January: National Girl Child Day

- **25 January: National Voters Day**

- **26 January: Indian Republic Day**

- **28 February: National Science Day**

- **15 August: Independence Day**

- **24 September: National Service Scheme Day**

- **02 October: Gandhi Jayanti**

- **31 October: National Unity Day**

- **14 November: Bal Diwas**

- **26 November: National Constitution Day**

- **16 December: Vijay Diwas**

- **22 December: National Mathematics Day**

International Days:

- **10 January: World Hindi Day**

- **03 March: World Wildlife Day**

- **8 March: International Women's Day**

- **21 March: International Forest Day**

- **7 April: World Health Day**

- **22 April: World Earth Day**

- **1 May: International Labour Day**

- **8 May: World Red Cross Day**

- **22 May: World Biodiversity Day**

- **31 May: World No Tobacco Day**

- **5 June: World Environment Day**

- **14 June: World Blood Donation Day**

- **8 September: World Literacy Day**

- **16 September: World Ozone Day**

- **14 November: World Diabetes Day**

Weeks:

- **Nutrition Week**

- **Wildlife Week**

Events organized on these days:

- **Essay Competitions**

- **Quizzes**

- **Functions/Camps**

- **Eye Camps**

- **Voters Awareness Programmes**

- **Functions promoting a healthy lifestyle**

These observances and activities aim to inculcate values and awareness, shaping students into responsible and aware citizens.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice - I

Goal, Aims, and Objectives:

- Improve student footfall in the library

- Restore students' connectedness to books and reading habits

Library hours are being incorporated into the routine and made part of the regular curriculum. Departmental libraries, maintained by their respective departments, are well-stocked and cater to the needs ofstudents and teachers. An initiative has been launched for students' participatory management of the library.

Best Practice - II

Title of the Practice: Introduction of Virtual and Flipped Classrooms

Objectives of the Practice:

- Address the needs of fast learners

- Reach students who are otherwise difficult to reach

- Introduce students to the paradigm shift in higher education

There has been a shift in higher education from teacher-centric to student-centric teaching. To cater to fast learners and support slow learners, the college has introduced flipped classrooms. Virtual classrooms and Swayam Prabha have also been implemented. By using ICT tools, the college can reach out to students more effectively. This practice aligns with the goals of the Digital India program.

These best practices aim to enhance student engagement and adapt to modern educational needs.

File Description	Documents
Best practices in the Institutional web site	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

P.K. Roy Memorial College in Dhanbad has a vivid vision. We promote the core values of justice, freedom, sincerity, truth, and joy. Students are introduced to the main ideals of liberty, equality, and fraternity. It is mandatory for every student to choose either Hindi or English at the degree Semester I level. Great literature is essentially language imbued with deep meaning. Literature often anticipates life, and we emphasize its artistic expression in both Major, Minor, and Honours classes, showcasing the best thoughts and knowledge in the world.

Students study literature as a record of humanity's dreams and ideals, hopes and aspirations, failures and disappointments, experiences, and observations. It resonates with the widest range of interests and the simplest human emotions. We ensure that students are made aware of the fundamental passions and emotions—love and hatred, joy and sorrow, fear and faith—that are integral to human nature.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution follows the curriculum set by Binod Bihari Mahto Koyalanchal University. We provide quality education, considering our resource capabilities, institutional goals, and student needs. The college offers four traditional faculties: Humanities, Social Sciences, Science, and Commerce. Additionally, we run four self-financed vocational courses: Biotechnology, Environmental Science, BCA, and BBA.

A Master Routine and Academic Calendar are meticulously prepared before the start of the academic session, approved by the IQAC, and subsequently implemented. Each department further micro-plans the Master Routine, and classes proceed after obtaining approval from the College Administration. To make up for classes missed due to examinations and unforeseen situations, department-wise special classes are organized during holidays and vacations.

To assess the curriculum progress and student performance, at least one internal test per semester is conducted including vocational courses. Special classes are arranged for slow learners. Faculty members utilize ICT tools such as PPT, Swayam Prabha, and YouTube tutorials for effective classroom teaching. Video conferencing has been introduced for the Computer Science course. Despite the faculty shortage, every effort is made to ensure effective curriculum delivery through well-planned and documented processes.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The College's Academic Calendar is prepared by the IQAC at the

beginning of each academic session and shared with all departmental heads and faculty members during the staff council meeting. The calendar is displayed on the notice board, and published on the College's website. The College strictly follows the Academic Calendar, which is aligned with the calendar provided by Binod Bihari Mahto Koyalanchal University.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.pkrmc.ac.in/wp-content/uploads/2025/01/PKRMC_ACADEMIC_CALENDAR_2024-2025.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University | A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

24

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

NIL

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Our institution values co-education, ensuring that both boys and girls have equal rights and opportunities across all areas

to promote sustainable development. We are committed to gender equality, integrating it into policies and activities to eliminate gender discrimination and foster equality between men and women. The B.A., B.Sc., and B.Com. curriculums address gender issues through essays, magazines, newsletters, and more, encouraging students to engage with these topics.

In terms of environmental and sustainability efforts, our NSS and NCC units promote environmental awareness through various initiatives like tree plantations, water conservation, blood donation drives, and plastic-free campaigns. We observe "No Vehicle Day" and strive for a plastic-free campus. The college has taken steps in e-waste, solid waste, and liquid waste management and has installed solar street lights and LED bulbs to save energy and reduce environmental pollution. Additionally, we conduct green audits with external experts.

Our college also emphasizes gender sensitivity by organizing programs such as poster-making competitions on women empowerment, International Women's Day celebrations, personality development sessions, and yoga training. We host workshops, seminars, and expert lectures on gender sensitivity.

To instill human values and professional ethics, we organize various extension activities through NSS and NCC, promoting values like national integrity, patriotism, equality, peace, and brotherhood. Periodic blood donation camps are also part of our efforts to foster these values among students.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

8

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

91

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	**D. Feedback collected**

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.pkrmc.ac.in/student-feedback/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

2240

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

932

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Students who are Slow and Quick learners are identified based on their +2 marks and tests are conducted by the department. This test is to determine the slow learners and design special coaching sessions or tutorial sessions to bridge the gap between slow and quick learners. The tutors of the respective classes of UG support them in classifying the students with reports based on observation of class tests. Strategies are adopted for Slow Learners: For every 10 students, 2 to 3 students are usually found to be slow learners. The student counselor assesses the nature of their problems and then motivates them in a friendly way to reach their academic goals. Extra classes are organized to clarify the problems. Strategies adopted for Quick Learners: Quick learners are identified through their performance in examinations, and interaction in class and laboratory. The Institution promotes independent learning that contributes to their academic and personal growth. Strategies adopted for student improvement: Extra classesare organized to clarify their doubts, and re-explanation of topics is generally done to improve performance. Appropriate counseling helps the students to attend classes regularly. All staff members maintain good relations with students and deal with their problems gently. Each class is divided into two batches and separate tutorial classes are conducted for all slow-learner students for all departments of Undergraduate courses.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	**No File Uploaded**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
Nil	25

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution ensures that students-centric methodologies such as experiential, Participative learning, and problem-solving methodologies are used to enhance the learning process. The following activities are conducted by the institution to make the learning process more students centric

1. Experiential Learning: An opportunity is provided to all students to play a role as a teacher and have the experience to teach in the classroom. Students are also continuously encouraged to organize programs at the departmental level. This helps the student to improve their knowledge, presentation skills, and personality development.

2. Participative Learning: The college uses Participative Learning to encourage students to actively involve themselves in the learning process. some of the methods adopted by the college for participative learning like – Group Discussions, Assignments, quizzes, Projects, etc. For the first, Second, and Third year students, Google Classroom is used for delivering class notes as well as UG to discuss their issues with teachers about various topics.

3. Problem-Solving Methodologies: To improve critical thinking and problem-solving skills among students they are provided and asked to prepare project reports. Institution making its best efforts to bring overall development of the students. These activities not only provide opportunities for participatory learning but also provide experiences for real-life problem-solving.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

ICT use by faculty

The college understands the utility of IT in higher education and keep pace with the changing technology in education. Our faculty members are trained in using modern ICT tools and impart education in the classroom. The college has 08 smartboards in different classrooms and laboratories, there is LCD projector enabled classrooms and a virtual classroom. The teachers use not only the ppt for their lecture but uses smart pens and projections of the text. Apart from the actual laboratory, the Botany and Zoology department have dry lab and they have dry dissections through software. The Physics Department also uses virtual labs for some of the experiments.The college has video conferencing facilities and uses it for virtual classes. We have introduced Swayam Prabha in the class and it is in the class routine of some of the vocational courses. A faculty looks after Swayam Prabha enabled classroom. The campus of the college is WiFi enabled with >=50 MBPS speed internet. College has introduced flipped classroom for fast learned and reaching to the students through technology enabled classrooms. The college library has video conferencing facilities, Swayam Prabha and state-of the art computer lab to access information super highway. The facilities have been enabled with the introduction of INFLIBNET and INDL facilities.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**Nil**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the

latest completed academic year)

2.3.3.1 - Number of mentors

`25`

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	*View File*
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

`25`

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	*View File*
Any additional information	*View File*
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

`19`

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	*View File*

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

277

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The internal assessment mechanism is transparent and robust in terms of frequency and mode. Students are evaluated at the college level through Internal Assessment examinations, which include both theory and practical exams for subjects requiring them. These internal assessments are part of the University Exams and are known as Semester Internal Examinations (SIE). The marks from these internal examinations are displayed on the notice boards of the respective departments and are also communicated personally to students, providing detailed feedback on areas needing improvement.

At the university level, End Semester Examinations (ESE) are conducted, evaluating students based on their performance in written exams and external practical exams. Additionally, Comprehensive Cumulative Evaluation (CCE) is carried out through various methods such as subjective tests, objective questionnaires, assignments, projects, oral presentations, debates, group discussions, recitations, quizzes, chart-making, etc. Periodic staff meetings are held to review the evaluation process.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

At the institutional level, an examination committee is formed, consisting of a senior teacher as convener and other teaching staff as members, to address issues related to the evaluation process. The schedule for internal examinations is displayed well in advance. A seating plan for internal tests is prepared and displayed on the notice board along with the timetable. The institute adheres to the guidelines published by the university for conducting internal and semester-end examinations.

Students are individually monitored regarding their performance in the Internal Assessment Examination and CCE, and they receive suggestions for improvement. Their marks are communicated through discussions about their performance. Evaluated answer books from internal examinations are shown to students, and any objections or grievances are given a patient hearing and addressed promptly. All internal examination marks are maintained by the concerned teacher and sent to the University Examination Department.

Complete transparency is ensured in the internal assessment process, and all measures are taken to make it fair. The college strictly follows university norms concerning evaluation and makes every effort to discourage the use of unfair means during examinations.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The teaching-learning process is the backbone of our institution. Consequently, the college gives utmost care to this process to ensure effective communication reaches all students from various groups at the grassroots level. Faculty members focus on teaching, research, and extension services. Learning outcomes are clearly defined according to university courses and play a crucial role in achieving the university's mission and objectives. When defining learning outcomes, the

following aspects are considered:

- Outcomes are assessed and measured to determine the extent to which goals are accomplished.

- Gaps identified after analysis are addressed through a well-laid action plan.

- The outcomes assessment plan specifies measurable objectives used by the domain to evaluate the achievement of programme learning outcomes.

Student learning outcomes are assessed using direct and indirect measurement tools such as viva and internal examination schemes. The assessment methodology is designed with the learning outcomes and the desired emphasis during program delivery, as prescribed in the course curriculum, in mind. The college's vision of providing holistic education to all its students is upheld while monitoring program and course outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The evaluation process for students follows University rules, the Board of Examinations, and University Heads. Any changes to the syllabi and evaluation process are implemented with the consent of University Heads. The institution encourages teachers to organize workshops, seminars, symposiums, and conferences, and to present and publish research papers to achieve Course Outcomes (COs) and Programme Outcomes (POs).

The committee implements various initiatives such as internal tests, field surveys, practical work, seminars, and study tours. Additionally, COs and POs are achieved through activities like cultural events, NSS and NCC activities, career

counseling, personality development programs, communication skills workshops, collegiate and inter-collegiate competitions, life skills development programs, and youth festivals.

Students are encouraged to express their creativity through writing for the college magazine. Career-oriented courses like the English Language Lab have been introduced. Sportive skills are fostered through competitions, ensuring COs and POs are met.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

2036

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.pkrmc.ac.in/wp-content/uploads/2025/01/Student_Feedback_PKRMC.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research

projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

NIL

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	<u>View File</u>

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	<u>View File</u>
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

10

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	**No File Uploaded**

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

5

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

4

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The institution has established an NSS/NCC unit responsible for various community-based activities. These activities include

tree planting, Swachh Bharat initiatives, cleanliness drives, blood donation camps, creating a plastic-free campus, and visits to orphanages and local villages for voter awareness campaigns (Matdan Jagrati Abhiyan). By organizing these events, the institution aims to raise awareness about societal issues and encourage social responsibility among students.

Additionally, the institution conducts awareness programs on gender equality, environmental sustainability, and maintaining a clean and plastic-free campus. The NSS/NCC unit frequently organizes events on gender issues and women's security. Faculty members are encouraged to conduct extension activities and workshops at other institutions.

To ensure the holistic development of students, the institution organizes tests, sports, cultural, technical, and non-technical events. For intellectual development, sessions on competitive exams and tests are conducted. Social awareness and development are further promoted through NSS/NCC programs. Every year, a systematic plan and event calendar are prepared to extend services to the local community and sensitize students to social issues, fostering holistic development.

The institution also commemorates the birth anniversaries of national heroes and organizes activities that contribute to patriotism and national service, including events like Yoga Day, blood donation camps, Republic Day and Independence Day celebrations, and maintaining a plastic-free campus.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	**No File Uploaded**
e-copy of the award letters	**No File Uploaded**

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

9

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	[View File](#)

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

330

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	[View File](#)

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution has adequate physical facilities for teaching-learning activities. College premises are located at a prime location on NH2 (Station and Govindpur road). Its eco-friendly campus creates a good learning environment. The infrastructure facilities are adequate according to the requirements of students. The college has the following facilities for teaching-

learning and equipment.

The institution has 22 classrooms with optimum facilities. The institution has 10 classrooms which are fitted with LCD projector. The institution has 04 Seminar halls along with Wi-Fi facilities. The institution has laboratories for science students such as Physics, Chemistry, Botany, Zoology, Environmental Science, and Biotechnology. The institution has its own NSS/NCC unit to facilitate visitors, guests, and students Institution has a Computer Lab for BCA, BBA, B.Sc.,B.Com, Environmental Science, and Biotechnology for Practical, 71 computers with LAN connectivity, printers, and Scanners. Institution Principal Chamber has a computer & internet connection and a telephone facility. IQAC Cell has computers with LAN facility. Separate Common Rooms for boys and girls. Separate washrooms for boys, girls, and staff members. RO drinking water facility. Suggestion Box/Complaint Box/Feedback Box Inverter/UPS office facility. The library has reference books, encyclopedias, newspapers, and magazines for students and staff. First Aid Facility. Wi-Fi facility in office, library, classrooms, seminar halls.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institution has an indoor sports complex on the college campus, offering facilities for badminton, chess, basketball, and more. Additionally, a gym for both students and staff is proposed. Students receive tracksuits, T-shirts, and sports kits for practice.

Furthermore, the institution offers travel and daily allowances (TA/DA) to players participating in Inter-College, University, State, and National events. Winners are recognized with mementos, certificates, and medals. An annual meeting is organized to honor their achievements.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

10

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<u>View File</u>

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

8.4

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	<u>View File</u>

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)	
The implementation of library management software to manage the College Library is currently underway.	

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**B. Any 3 of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

20

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	<u>View File</u>

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution has a well-developed system for providing IT facilities to its users. Some of the key features include:

- **Wi-Fi facility with 100 MBPS speed**

- **4 departments and 9 classrooms equipped with LCD projectors, overhead projectors, printers, and scanners**

- **Regular maintenance and updates of the institution's website**

- **LAN connectivity in the administrative block and computer lab**

- **Computers connected to printers and scanners as needed, with most having internet access**

- **OreliTel software installed in the English Language Lab**

- **10 smart classrooms for the teaching-learning process**

- **Projector facilities for student PowerPoint presentations in most departments**

Computer maintenance, along with software and hardware upgrades, is carried out on a contract basis and is done periodically.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

71

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

8.4

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<u>View File</u>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The institution allocates budgetary provisions under different categories for maintaining and utilizing the campus infrastructure facilities. The Institute Development Committee designates sufficient funds for renovation, which are utilized under the supervision of various monitoring committees, including the Purchase Committee, Renovation Committee, Sports Committee, Library Committee, Lab Maintenance Committee, and Students Feedback Committee.

To maintain and upkeep the infrastructure, institute facilities, and equipment, the college undertakes the following activities:

- Maintaining a Stock Register.

- Regular maintenance of the library and reading room by library staff under the supervision of Prof. I/C Library.

- Maintenance of computers, Xerox machines, AC units, water coolers, water purifiers, and other electrical and electronic equipment through an annual maintenance contract (AMC).

- Major infrastructure and civil work requirements are generated by the IQAC upon the demand of the institutional development council. After approval from the Building Committee, the JSBCCL is requested to prepare a proposal and estimate for the project, which is then submitted to the State Government through the University for grant approval.

- Routine cleaning of water tanks, garbage disposal, pest control, and other related activities are carried out by Grade-IV employees.

- Regular maintenance of furniture and plumbing is outsourced.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

1230

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

02

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	**No File Uploaded**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

09

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

01

File Description	Documents
Upload supporting data for the same	*View File*
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

21

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at uni versity/state/national/internatio nal level (During the year) (Data Template)	*View File*

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The student council association actively participates in various activities. This association is monitored by Faculty members who are responsible for the smooth conduct of the association meetings and events. They help in coordinating all events related to academics and other co-curricular & extracurricular activities such as Seminars, Workshops, Symposium, conferences, and Inter-collegiate meet to develop the personality and skills of the student's ability as per the directives of Principals. They also do a lot of academic as well as administrative work by taking the help of NCC students

such as National Festivals, Birth/Death Anniversaries of important leaders, International Women's Day, Yoga Day, Teachers Day, Fresher's parties, Farewell Parties, World Literacy Day, World AIDS Day, etc. They also motivate other students to take part in the activities conducted by the Institute. They work as a medium between faculty and students. Contribution of the Student Council in Academic Administration. It provides necessary support to the council members in organizing & coordinating the events. It encourages the students to develop their leadership skills through these activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

07

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Alumni Association was established with the goal of contributing to the college's progress. The association aims to guide students in their personality development by providing

inputs and sharing experiences regarding skills, recent technologies, trends in the corporate world, application of knowledge, and corporate working culture.

The objectives of the Alumni Association include:

- Establishing a healthy relationship between students, alumni, and the academic community.

- Assisting the alma mater in organizing seminars, symposiums, workshops, and other activities that shape the personality and career of students.

- Supporting academic, infrastructure, and development programs.

- Providing career counseling and placement assistance.

- Helping students prepare for and succeed in interviews by sharing experiences and motivating them for their career development.

The institution has a tradition of inviting alumni for the Annual Alumni Meet.This event offers alumni the opportunity to reconnect with their alma mater and old friends. It serves as an excellent platform for networking and sharing new trends and current happenings in the corporate world. These inputs are valuable for academicians in molding aspiring students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The vision of our institution is to transform our College into a center of quality learning. Our mission is to shape students into smart, responsible, and sincere citizens by providing both material and moral education. Given the evolving landscape and increasing demands, we are eager to introduce various traditional and non-traditional courses, job-oriented programs, and vocational training to secure our students' futures and free them from poverty, unemployment, and social injustice. We are committed to shielding our students from material and moral degradation through comprehensive moral and ethical education.

Our institution has immense potential to become a leading academic center of excellence. We aim to:

- **Provide higher education to local students.**

- **Offer a blend of traditional, modern, and vocational education.**

- **Make students self-sufficient.**

- **Foster the development of smart, sincere, and responsible citizens of India**

- **Liberate students from social evils and injustice.**

- **Serve the community by promoting general awareness.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Our institution practices Decentralization and Participative Management. Decentralization significantly impacts our policy,

planning, and management of elementary education. The Principal serves as the administrative and academic Head, followed by department heads. This approach promotes quality education across academic, social, and political spheres, fostering responsible management. Decentralization is also seen as a means to enhance the efficiency of the education system and improve the quality of education.

At various levels, the college cultivates leadership. The Governing Body, Principal, IQAC Members, Steering Committee, teaching staff, non-teaching staff, students' union, stakeholders, alumni, and various committees are collectively empowered to execute their plans within the governance framework. The Academic and Administrative staff, NCC, NSS, and IQAC work together to ensure the smooth running of the institution.

The Principal, who is the chairperson of the Staff Council and IQAC, collaborates with Teachers of different committees for planning and implementing various academic, student administration, and related policies. All academic and operational policies are based on the unanimous decisions of the college's Staff Council.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Our college effectively implements strategies in various areas such as teaching and learning, research and development, community engagement, human resource management, industry interaction, sports, and cultural activities. The institution aims to promote research, culture, and innovation through its research committee, research papers, publications, and participation in innovation-based activities. Various departments organize seminars, workshops, and conferences to strengthen skill development.

A prime example of effective strategic plan deployment is the introduction of the National Education Policy (NEP) 2020 by the

Jharkhandgovernment in the 2022-2023session. During this time, the College IQAC took on the challenge of raising awareness about NEP among learners and teachers. The IQAC designed an effective orientation program for students for the introductory session 2022-23 and organized NEP awareness sessions for teachers. Many teachers attended online training programs on NEP. Additionally, to help students understand the newly introduced Vocational Courses, the IQAC organized sessions where experts in the respective vocational courses guided the students.

The institution also plans to increase student participation in cultural and sports activities for their overall development. Conducting green and energy audits of the college is also in the pipeline.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The College Staff Council and IQAChave decided to form several committees to ensure the smooth running of academic and administrative functions, including the Anti-Ragging Cell, Grievance Redressal Cell for SC/ST, Library Committee, Sports Committee, R&D Committee, Women's Grievance Cell, and Discipline Committee.

P.K. Roy Memorial College boasts excellent physical infrastructure with well-equipped laboratories, computing facilities with networking, a Wi-Fi campus, and a committed faculty who are young, dynamic, and quality-conscious. The college offers in-house placement and training programs, along with career guidance to help students secure good placements in industries. The institution's willingness to identify weaknesses and make improvements fosters a successful environment for students, faculty, and staff. The Rojgar Mela provides significant employment opportunities for our students.

Challenges:

- **Emerging competition from local and global areas.**

- **The need to consider student assessments and feedback.**

- **Maintaining student feedback records.**

- **Presenting investments in the R&D Cell.**

- **Identifying a probable date for applying for NAAC accreditation.**

- **Constituting all statutory committees as per University & UGC guidelines.**

- **Keeping records of all necessary committees.**

- **Maintaining a good track record of placements, especially for core jobs.**

This comprehensive approach ensures that the college continues to thrive and meet the needs of its students and staff.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

P.K. Roy Memorial College, a constituent unit of B.B.M.K. University, Dhanbad (a state university established by the Jharkhand State), implements welfare schemes for its staff as per the directives of the Jharkhand University Act 2000 (as amended) and State Welfare Schemes. Currently, the college offers the following welfare schemes for its employees:

- Employee Provident Fund.

- Group Insurance for Teaching and Non-Teaching staff.

- Employee Welfare Fund for Teaching and Non-Teaching staff.

- Gratuity.

- Encashment of Earned Leave at the end of service.

- Arrangement of Personal Loans from Banks.

- Arrangement of Overdraft (O.D) against salary from Banks.

- Festival Advance for Non-Teaching Staff.

Additionally, duty leave is provided for attending orientation programs, refresher courses, seminars, conferences, training programs, and workshops, and for acting as a resource person. Non-teaching staff can also avail of duty leave to attend staff development programs.

This comprehensive approach ensures the well-being and professional development of all staff members.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<u>View File</u>

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

3

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

St. Xavier's College, Ranchi has a robust mechanism for performance assessment and evaluations aimed at improving teaching, research, and service among faculty and staff. The

college thoroughly analyzes and effectively utilizes the
results from these assessments and the annual appraisals of
both teaching and non-teaching staff.

To gather feedback, the college provides a suggestion box for
stakeholders to volunteer their opinions on faculty
performance. Collecting feedback from students is a regular
practice, and they are encouraged to communicate with the
principal and the management freely.

Relevant committees, the Teacher-in-Charge, and the principal
present their overall assessments. All suggestions and feedback
are analyzed, and a comprehensive report is prepared and
submitted to the Chairman of the Staff Council and IQAC. After
that, the necessary actions are decided upon.

This systematic approach ensures continuous improvement and
maintains the high standards of education at the institution.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college follows a finance management system governed by
Government financial rules. Funds and grants from various
sources (Central Government, State Government, RUSA, etc.) are
utilized according to the approved budget of the proposals. All
financial expenditures are approved by the purchase committee,
with bills and vouchers generated accordingly.

Payments are audited by a Chartered Accountant (CA) to issue
utilization certificates. Expenditure books, stock registers,
and asset registers are maintained both centrally and
department-wise. Both internal and external audits are
conducted, with the external audit being carried out annually
by an independent Chartered Accountant after the financial year
ends.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The Principal oversees the utilization of resources received from various sources such as the State Government, UGC, RUSA, ICPR, and ICSSR. These funds are allocated for purchasing equipment, chemicals, renovation, research, and organizing seminars, workshops, and conferences. The Administration and Finance Committee reviews the use of these resources, including audits, budgets, and accounts, and makes recommendations for better resource management and effective fund mobilization.

To ensure the smooth running of the institution, various committees have been established. Each committee studies its respective field, analyzes the requirements, and forwards them to the Principal. The finance committee then reviews these requirements, incorporating future planning aspects. If financial support is needed, a proper demand is made in writing by the concerned department. For example, detailed requirements for equipment, maintenance, and infrastructure are prepared, and the proper purchase procedure is followed.

Maintaining a clean environment and campus is crucial for effective teaching and learning. The college staff and students are always committed to this goal. Additionally, there is a continuous need to maintain and upgrade the facilities provided by the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance Cell (IQAC) is composed in accordance with norms and ensures quality resourcefulness within the college. The IQAC has formulated policies and organized activities to ensure their successful execution, constantly contributing to the college's quality enhancement initiatives. The IQAC encourages teachers to attend various Faculty Development Programs (FDPs), orientation programs, refresher courses, seminars, and workshops to train themselves with modern techniques. Students are motivated to enroll in SWAYAM courses, and various quality improvement programs are conducted.The IQAC consistently conducts quality control assessments, noting recommendations made by NAAC peer teams and considering their suggestions for implementation. The process is regularly monitored and critically assessed. The college has also emphasized the increased use of ICT tools in education.

The IQAC also prepares and maintains necessary documents, including the preparation of Academic Audits, Green Energy Audits, and Gender Audits. Overall, the IQAC coordinates the thoughts and actions of various college constituents by contributing to problem-solving and planning.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The Internal Quality Assurance Cell (IQAC) of the institution was established on 02-11-12 and adopts a participatory approach. It has become an integral part of the institution, working towards achieving quality enhancement and sustainability. The primary task of the IQAC is to develop a system for conscious, consistent, and catalytic improvement in the institution's overall performance.

The institutional policy aims to maintain quality assurance, contributing to institutionalizing quality assurance processes involving students, alumni, and other stakeholders. This includes an integrated framework for quality assurance in academic and administrative activities, staff training for effective implementation of quality assurance procedures, and continuous review mechanisms for the teaching-learning process. The outcomes of Academic Audits are used to improve institutional activities.

The Institute has developed several quality assurance mechanisms under the Academic Monitoring Committee, including:

- Developing a system for conscious, consistent, and catalytic action.

- Improving academic and administrative performance.

- Promoting measures for institutional functioning towards quality enhancement.

- Preparing an Academic Calendar.

- Receiving feedback reports from students.

- Encouraging and providing support for quality improvement in teaching, learning, and research.

By implementing these measures, the IQAC ensures the institution's continuous improvement and quality enhancement.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender equity and equality are achieved when women and men enjoy the same rights and opportunities across all sectors of society, including economic participation and decision-making. This involves valuing and accommodating the different behaviors, aspirations, and needs of both genders equally.

To empower female students, the college has implemented various initiatives and plans:

a) Safety Measures: Precautions have been taken in the campus, library, and common room areas to monitor student movement and ensure their safety. Closed-circuit cameras are installed at various points to record activities on campus. The institution has established a Women's Grievance Cell and an Anti-Sexual Harassment Cell, which are managed confidently by a team of the Principal, the Head of the Cell, and women faculty members. These cells conduct various activities to encourage women to fight against gender bias and injustice. There have been no incidents of sexual harassment due to the discipline maintained on campus.

b) Counseling: The Women's Grievance Cell and the Anti-Sexual Harassment Cell regularly provide counseling to female students, both in groups and individually. Workshops for stress-free living are organized by selected resource persons. Faculty counselors are always available to counsel female students, and counseling is also provided by the Career Development Centre (CDC), based on recommendations from faculty or parents. Additionally, there are separate common rooms for boys and girls.

These measures ensure a safe and supportive environment for all students, promoting gender equity and empowerment.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid Waste Management: Scientific disposal of solid waste through segregation, collection, treatment, and disposal in an environmentally sound manner minimizes the adverse impact on the environment. Local authorities are responsible for developing infrastructure for the collection, storage, segregation, transportation, processing, and disposal of municipal solid waste. The main solid waste produced on the college campus is categorized into non-biodegradable and biodegradable waste. Bio-degradable waste is allowed to degrade or decompose naturally. Dustbins are provided throughout the campus for proper waste management.

Liquid Waste Management: A drainage system leads to closed collection tanks, which are regularly cleaned to avoid water stagnation.

E-Waste Management: E-waste refers to discarded, surplus, or broken electrical or electronic devices. This issue has become a major environmental concern due to its potential impact on human health. Although the college has durable and guaranteed electronic equipment, any e-waste generated is minimal and handed over to Dhanbad Nagar Nigam for proper disposal.

Organic Waste: Organic waste, such as flowers, is used fresh in Botany practical classes and later dried and converted into food and Holi colors during practical sessions.

The college does not generate any hazardous chemicals, radioactive waste, or biomedical waste, ensuring a safe and environmentally conscious campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus — A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and — B. Any 3 of the above

energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college fosters an inclusive environment, promoting tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic, and other diversities. To encourage interaction and understanding among people of different backgrounds, the college organizes various cultural and sports activities. Commemorative days such as Independence Day, Republic Day, Women's Day, AIDS Day, Yoga Day, Holi, Eid, Gurupurnima, Karma, and Sarhul are celebrated, promoting interaction among people from diverse cultural backgrounds.

All students actively participate in cultural programs, regardless of their cultural or communal backgrounds. During blood donation camps, both students and parents are invited to donate blood without any discrimination based on caste, creed, or culture.

The college prioritizes inculcating values in students through programs such as NSS, encouraging participation in their events. Additionally, the college has established a Students' Grievance Cell, Women's Grievance Redressal Cell, and Anti-Harassment Cell to address issues related to students and staff.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

P.K. Roy Memorial College organizes various activities to sensitize students and employees to their constitutional obligations, including values, rights, duties, and responsibilities as citizens. Every year, Republic Day is celebrated on January 26th with activities highlighting the importance of the Indian Constitution. Similarly, Constitution

Day is celebrated on November 26th each year. Independence Day is also celebrated annually to honor the struggle for freedom and the significance of the Indian Constitution.

Additionally, the Discipline Committee and Anti-Ragging Cell promote respect for the law and responsible behavior among students through events such as Human Rights Day, Gandhi Jayanti, and Ambedkar Jayanti. Students learn about policies and responsibilities and are encouraged to participate in various pledges and activities, including:

- Swachhta Shapath: Pledge for cleanliness

- Unity Day: Pledge for unity

- Constitution Day: Pledge for the constitution

- Water Conservation: Pledge for water conservation

- Lectures on Constitution Day

- Road Safety Awareness: Pledge for road safety

These initiatives help instill a sense of civic duty and awareness in students and staff alike.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code	B. Any 3 of the above

of Conduct are organized

File Description	Documents
Code of ethics policy document	**No File Uploaded**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

One of the most important and vital aspects of education is to mold students into sincere and responsible citizens. To achieve this, the college observes the following National and International Days:

National Days:

- **12 January: National Youth Day**

- **24 January: National Girl Child Day**

- **25 January: National Voters Day**

- **26 January: Indian Republic Day**

- **28 February: National Science Day**

- **15 August: Independence Day**

- **24 September: National Service Scheme Day**

- **02 October: Gandhi Jayanti**

- **31 October: National Unity Day**

- **14 November: Bal Diwas**

- **26 November: National Constitution Day**

- 16 December: Vijay Diwas

- 22 December: National Mathematics Day

International Days:

- 10 January: World Hindi Day

- 03 March: World Wildlife Day

- 8 March: International Women's Day

- 21 March: International Forest Day

- 7 April: World Health Day

- 22 April: World Earth Day

- 1 May: International Labour Day

- 8 May: World Red Cross Day

- 22 May: World Biodiversity Day

- 31 May: World No Tobacco Day

- 5 June: World Environment Day

- 14 June: World Blood Donation Day

- 8 September: World Literacy Day

- 16 September: World Ozone Day

- 14 November: World Diabetes Day

Weeks:

- Nutrition Week

- Wildlife Week

Events organized on these days:

- **Essay Competitions**

- **Quizzes**

- **Functions/Camps**

- **Eye Camps**

- **Voters Awareness Programmes**

- **Functions promoting a healthy lifestyle**

These observances and activities aim to inculcate values and awareness, shaping students into responsible and aware citizens.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice - I

Goal, Aims, and Objectives:

- **Improve student footfall in the library**

- **Restore students' connectedness to books and reading habits**

Library hours are being incorporated into the routine and made part of the regular curriculum. Departmental libraries, maintained by their respective departments, are well-stocked and cater to the needs ofstudents and teachers. An initiative

has been launched for students' participatory management of the library.

Best Practice - II

Title of the Practice: Introduction of Virtual and Flipped Classrooms

Objectives of the Practice:

- Address the needs of fast learners

- Reach students who are otherwise difficult to reach

- Introduce students to the paradigm shift in higher education

There has been a shift in higher education from teacher-centric to student-centric teaching. To cater to fast learners and support slow learners, the college has introduced flipped classrooms. Virtual classrooms and Swayam Prabha have also been implemented. By using ICT tools, the college can reach out to students more effectively. This practice aligns with the goals of the Digital India program.

These best practices aim to enhance student engagement and adapt to modern educational needs.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

P.K. Roy Memorial College in Dhanbad has a vivid vision. We promote the core values of justice, freedom, sincerity, truth, and joy. Students are introduced to the main ideals of liberty, equality, and fraternity. It is mandatory for every student to choose either Hindi or English at the degree Semester I level. Great literature is essentially language imbued with deep meaning. Literature often anticipates life, and we emphasize

its artistic expression in both Major, Minor, and Honours classes, showcasing the best thoughts and knowledge in the world.

Students study literature as a record of humanity's dreams and ideals, hopes and aspirations, failures and disappointments, experiences, and observations. It resonates with the widest range of interests and the simplest human emotions. We ensure that students are made aware of the fundamental passions and emotions—love and hatred, joy and sorrow, fear and faith—that are integral to human nature.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

- Start Post Graduate (PG) Programs.

- Conduct Green Audit, Energy Audit, and Environment Audit.

- Register the Alumni Association under the Societies Registration Act,1860.

- Organize career advancement and counseling fairs.

- Enhance academic collaborations and implement exchange programmes.

- Organize international and national conferences and seminars.

- Provide orientation to faculty members on Blended (Hybrid) Teaching and Learning processes.

- Establish a dedicated documentation center in IQAC.

- Formulate MOUs with nearby industries/ organizations to enhance skill development and job opportunities for students. Student internships in different corporate and publishing houses to ensure commendable placement.

- **Implement quality initiatives to strengthen the college system in line with NAAC guidelines.**

- **Upgrading and renovating the Homi Jahangir Bhaba Auditorium of the college.**